



STATE OF UTAH
invites applications for the position of:

HVAC Specialist

SALARY: Depends on Qualifications

OPENING DATE: 08/02/18

CLOSING DATE: 02/04/19 11:59 AM

**NUMBER OF
OPENINGS:** 1

BENEFITS: This position is eligible for a full benefits package including medical, dental, life, and long-term disability insurance, a retirement plan, plus paid leave to include annual, sick, and holiday pay. The State requires employees to receive their pay through direct deposit. If selected, you will receive more information about these benefit options and enrollment information through our onboarding process and during your first week or two on the job.

**CRIMINAL
BACKGROUND
CHECK:** You must successfully pass a criminal history check.

**DRIVER
LICENSE
REQUIREMENTS:** Employees hired for this recruitment will be subject to the Driver Eligibility standards found at the following link:
<https://rules.utah.gov/publicat/code/r027/r027-007.htm#T3>

**PHYSICAL
ADDRESS:** 14425 Bitterbrush Lane, Draper, Utah 84020

**RECRUITER
INFORMATION:** Dan Phone: (801) 545-5532 Email: dpthompson@utah.gov

**OVERTIME
EXEMPT:** No

**SCHEDULE
CODE:** B - Competitive Career Service - Employment in this position requires a probationary period.

**EEO
STATEMENT:** The State of Utah is an equal opportunity employer. Hiring is done without regard to race, color, religion, national origin, sex, sexual orientation, gender identity, age or disability. Reasonable accommodations provided to known disabilities of individuals in compliance with the Americans with Disabilities Act. For accommodation information or if you need special accommodations to complete the application process, contact the Dept. of Human Resource Mgmt. at 801-538-3025 or TTY 801-538-3696.

**FMLA
NOTIFICATION:** FMLA Compliance: The State of Utah complies with the Family Medical Leave Act that entitles eligible employees of covered employers to take unpaid, job-protected leave for specified family and medical reasons with continuation of group health insurance

coverage under the same terms and conditions as if the employee had not taken leave. Information is available at <https://www.dol.gov/whd/regs/compliance/posters/fmlaen.pdf> or <https://www.dol.gov/whd/regs/compliance/posters/fmlasp.pdf> (Spanish)

JOB DESCRIPTION:



The Utah Department of Corrections is looking for an experienced **HVAC Technician**. If you are looking for steady employment, with **GREAT BENEFITS**, this job is for you!

****May be required to provide 24 hour on call services and/or overtime when needed.**

Principle Duties

The HVAC Technician will be responsible for servicing & diagnosing HVAC problems within the correctional facility and/or installation of new equipment. You will also perform all HVAC duties including:

- Conducting tests and inspections of products, services, or processes to evaluate quality of performance.
- Determine causes of operating errors and deciding what to do about it.
- Provide training to the inmates in HVAC operations.
- Knowledge of machines and tools, including their designs, uses and repair, and maintenance.
- Following security regulations.
- Skills with typical HVAC on commercial equipment

****Preference may give for HVAC technician experience.**

The Ideal Candidate

The best qualified candidate for this position is someone who:

- Has 5+ years of experience in HVAC.
- CFC certification.
- Takes charge and has a high standard of workmanship.
- Skilled in troubleshooting to determine the cause of operating errors and deciding what to do about it.
- Able to communicate with customers.
- Commercial and Residential HVAC units, Evaporative Systems, low voltage control wiring.

Preference

Preference will be given for EPA-CFC Certification and 5+ years of experience in commercial HVAC.

Important Note: This job seeker website and your email address will be the primary source of communication for: Job Offer Acceptance, Onboarding for new hires, and any other communication needed between a job seeker and the

recruiter. Please keep your email address and name current and updated at all times.

What's in it for you?

MORE THAN A PAYCHECK!

**Paid time off
Medical, Dental and Vision Insurance
401 (k) with company match**

We will not only offer a highly competitive compensation and benefits package but the training, development and support to make our employees a success in whatever they do for us.

Click [here](#) to view a summary of the benefits we offer. We also provide a generous paid time off so you can spend more time with your family and have a positive work-life balance.

The Agency

We're committed to operational excellence, professional development for staff, and helping those in need. The Utah Department of Corrections, Facilities team is looking for a skilled and motivated individual to perform in these positions successfully and effectively.

For additional information about the Utah Department of Corrections please go to this link. <http://www.corrections.utah.gov/>

SUPPLEMENTAL INFORMATION:

- Risks found in potentially dangerous or unusual environmental stress situations, e.g. working at great heights, working in extreme outdoor weather conditions, working in Correctional Environment.
- The work requires considerable and strenuous physical exertion such as frequent climbing, lifting heavy objects over 50 pounds or possibly more, crouching or crawling in restricted areas, defending oneself and/or others against physical attack.
- **NOTE:** Department of Human Resource Management rules regarding promotions and transfers apply to current state employee.

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APPLICATIONS MAY BE FILED ONLINE AT:
<https://statejobs.utah.gov>

Position #16724
HVAC SPECIALIST
DT

2120 State Office Building
Salt Lake City, UT 84114
801-538-3025

statejobs@utah.gov

HVAC Specialist Supplemental Questionnaire

- * 1. Employment working in a public safety/law enforcement environment requires: A criminal history check (BCI) that will be conducted before a final offer of employment. *If you are a current or past employee, your file will be reviewed as part of the hiring process.
☐ I acknowledge that I have read the statements above
- * 2. This position would be working with and around inmates in a correctional prison facility. Would you be comfortable working within this type of secure facility?
☐ Yes
☐ No
- * 3. Are you a current employee with the Department of Corrections, or have ever worked for the Department of Corrections?
☐ Yes
☐ No
- * 4. There may be on-call/overtime with management approval. Would you be able to work on-call hours/overtime if needed?
☐ Yes
☐ No
- * 5. Do you have an EPA - CFC Certification?
☐ Yes
☐ No
- * 6. How many years of experience do you have working with HVAC?
☐ None
☐ UP to 1 year experience
☐ Up to 3 years experience
☐ Up to 5 years experience
☐ 5+ years of experience
- * 7. Based on your years of experience (selected in the above question). What did you specialize in during this time? Please describe below.
- * 8. Please select the area's you have experience working in.
☐ Repairing/Maintaining Commercial Laundry Equipment
☐ Culinary Commercial Kitchen Repair
☐ Refrigeration/Freezer Equipment Services
☐ Commercial Roof Top HVAC Units
☐ HVAC Control Systems
☐ HVAC Electrical Repair/Maintenance
☐ Low Temp Refrigeration
- 9. If you have one or more selected in the above question, please describe how you have used this experience on the job.
- * 10. Have you received any specialized training certificates that pertain to the position you are applying for?
☐ Yes
☐ No
- 11. Please list the specialized training certificates received along with title(s) and date(s) in the space below.

* 12. Please indicate how you heard about this specific job posting.

- ☐ State Jobs
- ☐ An External Job Posting Site (Indeed, LinkedIn, etc)
- ☐ Social Media (Facebook, Twitter, etc)
- ☐ Advertisement (Newspaper, Internet, Radio, etc)
- ☐ Professional Network
- ☐ University Network (Career Center)
- ☐ Referred by a Friend or Colleague
- ☐ Contacted by a Recruiter
- ☐ Career Fair
- ☐ Internal communication from a State Agency that employs me - State employees only
- ☐ Other

* 13. As part of this application process, you must upload your resume and references into your profile. Failure to include a resume may result in disqualification. Your answers to the questions on this application must be supported by your resume; otherwise you may not receive credit. "See resume" is not a valid answer to any question.

- ☐ I acknowledge that I have read the statements above.

* Required Question